



COUNTY OF LOS ANGELES

Public Health

JONATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

JONATHAN E. FREEDMAN
Chief Deputy Director

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BOARD OF SUPERVISORS

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January 13, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF AMENDMENT TO AGREEMENT WITH PUBLIC HEALTH
FOUNDATION ENTERPRISES, INC. FOR PUBLIC HEALTH PREPAREDNESS AND
RESPONSE TO BIOTERRORISM AND APPROVAL OF
AN APPROPRIATION ADJUSTMENT
(ALL SUPERVISORIAL DISTRICTS) (4 VOTES)**

SUBJECT:

Request approval to execute an amendment to County Contract Number H-702550 with Public Health Foundation Enterprises, Inc. (PHFE) to increase the total contractual obligation by \$2,152,277 for Public Health Preparedness and Response to Bioterrorism, and approval of an appropriation adjustment to appropriate carryover funding from the Centers for Disease Control and Prevention (CDC) to support the Emergency Preparedness and Response Program's efforts to prepare for emergencies, and respond to acts of bioterrorism.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of the Department of Public Health (DPH), or his designee, to execute Amendment Number 5 (Exhibit I) to County Contract Number H-702550 with PHFE, effective the date of execution by the parties through August 9, 2009. Amendment Number 5 (Exhibit I) increases the total contractual obligation by \$2,152,277 (from \$20,286,246 to \$22,438,523); 100 percent funded by Centers for Disease Control and Prevention (CDC) and the Department of Homeland Security - Urban Area Security Initiative (UASI).

2. Delegate authority to the Director of DPH, or his designee, to execute any amendment to Contract Number H-702550 with PHFE that increases or decreases funding in an amount that does not exceed 25 percent of the contractual obligation of \$6,281,758 for the current contract period, August 10, 2008 through August 9, 2009, and/or that permits non-material, administrative changes to the Contract as suggested by either CDC and/or UASI (or other funding sources), subject to review and approval by County Counsel and the Chief Executive Office and notification of the Board offices.
3. Approve the attached Request for Appropriation Adjustment (Exhibit II) in the amount of \$6,346,000 for Fiscal Year (FY) 2008-2009, to accept carryover funding from CDC Notices of Award (NA) 5U90TP917012-07 and 5U90TP917012-08 for DPH's Emergency Preparedness and Response Program. This appropriation adjustment will increase DPH's budgeted Services and Supplies (S&S) appropriation by \$6,108,000 and Fixed Assets appropriation by \$238,000, and is fully offset by funding from CDC.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTIONS

The total increase of \$2,152,277 to the previous contractual obligation in the amount of \$4,129,481 with PHFE for the renewal term of August 10, 2008 through August 9, 2009, contained in Amendment Number 5, exceeds the 25 percent limit permitted by the delegated authority granted by your Board on February 6, 2008. Consequently, DPH requires Board approval to execute this amendment.

Board approval of the recommended actions will allow funding for additional operational services and activities to be provided by PHFE through August 9, 2009. Such operational services and activities are related to Information Technology Project Support, Pandemic Influenza, and other specialized tasks required for bioterrorism preparedness and response. PHFE will continue to provide DPH with specialized personnel and consultants that are difficult for the County to recruit and train in a timely manner. This staff performs vital work needed to prepare for and respond to public health emergencies, and greatly enhances the capacity of DPH to rapidly detect, investigate, and mitigate the effects of outbreaks of illness that may be naturally occurring or result from acts of terrorism involving biological agents.

The additional S&S appropriation of \$6,108,000, under the attached appropriation adjustment will be used for various travel, supplies, and contractual expenses that support and/or upgrade public health preparation efforts to respond to acts of bioterrorism, outbreaks of infectious diseases and other public health threats and emergencies. The additional Fixed Assets appropriation of \$238,000 will be utilized for

equipment purchases for DPH's Radiation Program, Public Health Information Systems and Operation's Center, and for data center environmental monitoring and security improvements. These appropriations will further allow for the effective and timely implementation of activities related to emergency preparedness as an integral part of bioterrorism preparedness and response in Los Angeles County.

Implementation of Strategic Plan Goals:

This action supports Goal 7, Health and Mental Health and Goal 8, Public Safety of the County Strategic Plan by implementing steps to increase planning capabilities for prevention and response to acts of bioterrorism, thus increasing the safety and security of residents in Los Angeles County.

FISCAL IMPACT/FINANCING

The total cost for Amendment Number 5 to County Contract Number H-702550 with PHFE is \$2,152,277 for FY 2008-2009. Funding for the \$2,152,277 is comprised of additional base funding of \$1,346,639, Pan Flu Phase III funding of \$291,432, Base Information Technology (IT) Project Support funding of \$480,103, and Department of Homeland Security - Urban Area Security Initiative (UASI) funding of \$34,103. Funding is 100% offset by the CDC NA 5U90TP917012-09-02 carryover funds in the amount of \$2,118,174 and Department of Homeland Security UASI funds in the amount of \$34,103 (previously adopted by your Board on November 12, 2008).

The attached Request for Appropriation Adjustment (Exhibit II) in the amount of \$6,346,000 will increase DPH's FY 2008-2009 S&S and Fixed Assets appropriations, fully offset by CDC carryover funds to support bioterrorism response and emergency preparedness. This amount, included in CDC's NA Number 5U90TP917012-09-02 will allow for the carryover of unobligated funds from Budget Years (BY) 2006-2007 in the amount of \$445,972 and 2007-2008 in the amount of \$5,900,054 to BY 2008-2009. Revised NA Number 5U90TP917012-09-02 will be accepted under your Board's delegated authority, and will increase the NA budget by \$6,346,026, from \$26,052,470 to \$32,398,496, for the period of August 10, 2008 through August 9, 2009.

There is no net County cost associated with this action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On February 6, 2008, your Board delegated authority to the Director of DPH to execute:
1) Amendment Number 2 which increased the previous contractual obligation by \$2,447,486, from \$12,138,601 to \$14,586,087, 100 percent funded by CDC NA,

effective February 22, 2008 through August 9, 2008, with provision for a twelve-month renewal contingent upon receipt of additional CDC funding for the renewal term, with the future maximum obligation to be determined by the Director of DPH and 100 percent funded by CDC, and to execute any amendments that altered the funding of the agreement up to 25 percent of the contractual maximum obligation for the applicable contract term; 2) Amendment Number 3, which increased the total contractual obligation by \$1,570,678, from \$14,586,087 to \$16,156,765, funded by CDC's NA 5U90TP918012-08 and UASI; and 3) Amendment Number 4 which renewed the term for an additional twelve months, from August 10, 2008 to August 9, 2009, and increased the maximum obligation as determined by the Director of DPH, by \$4,129,481, from \$16,156,765 to \$20,286,246 funded by CDC and UASI.

County Counsel has approved Exhibit I as to form. Exhibit II is the Appropriation Adjustment.

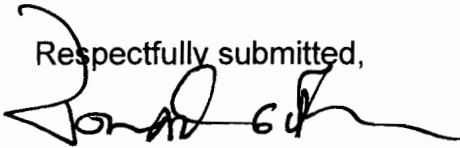
IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these actions will allow DPH to continue to contract for services that provide immediate and skillful emergency responses to promptly detect, investigate, and mitigate the effects of disease outbreaks that may occur naturally, or as a result of acts of terrorism involving biological agents.

CONCLUSION

When approved, DPH requires three signed copies of your Board's action.

Respectfully submitted,


For Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

JEF:jr
BL#775

Attachments (2)

c: Chief Executive Officer
County Counsel

Contract No. H-702550-5

PERSONNEL AND OPERATIONAL SERVICES AGREEMENT

AMENDMENT NO. 5

THIS AMENDMENT is made and entered into this _____ day
of _____ 200_.

by and between

COUNTY OF LOS ANGELES
(hereafter "County"),

and

PUBLIC HEALTH FOUNDATION
ENTERPRISES, INC. (hereafter
"Contractor")

WHEREAS, reference is made to that certain document entitled "PERSONNEL AND OPERATIONAL SERVICES AGREEMENT", between County and Contractor dated December 29, 2006, and further identified as County Contract No. H-702550 and any amendments thereto (all hereafter "Agreement"); and

WHEREAS, County has been allocated funds from the Urban Area Security Initiative and the Federal Centers for Disease Control and Prevention ("CDC"), Catalog of Federal Domestic Assistance Number 93.069 for the Public Health Preparedness and Response for Bioterrorism project, of which a portion of these funds has been designated for Agreement; and

WHEREAS, the Agreement provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties.

NOW, THEREFORE, the parties hereto agree as follows:

1. This Amendment shall be effective on the date of execution by the parties.
2. On the effective date of this Amendment, "Exhibit A-5", and Attachments, "A-4", "I-3", "K-2", "and "N-2", and Schedules "A-4", "I-3", "K-2", and "N-2", as attached hereto, shall be added to Agreement, and incorporated therein by reference.

3. Paragraph 3, DESCRIPTION OF SERVICES, shall be revised to read:

"3. DESCRIPTION OF SERVICES:

A. Contractor shall provide services in the form as described in the body of this Agreement and Exhibit "A-5" (Statement of Work), and Attachments "A-3", "A-4 ", "I-2", "I-3", "K-1", "K-2", "N-1", "N-2", "O" and "P".

B. Contractor acknowledges that the quality of service(s) provided under this Agreement shall be at least equivalent to that which Contractor provides to all other clients it serves."

4. Upon the effective date of this Amendment, the current maximum contractual obligation of Twenty Million Dollars Two Hundred Eighty-Six Thousand Two Hundred Forty-Six Dollars (\$20,286,246) is increased by an additional Two Million One Hundred Fifty-Two Thousand Two Hundred Seventy-Seven Dollars (\$2,152,277) for a total maximum contractual obligation of Twenty Two Million Four Hundred Thirty-Eight Thousand Five Hundred Twenty-Three Dollars (\$22,438,523). This additional funding is for the time period of August 10, 2008 through August 9, 2009, and is comprised of One Million Three

Hundred Forty-Six thousand Six Hundred Thirty-Nine Dollars (\$1,346,639) of additional base funding as described in Schedule A-4; a Two Hundred Ninety-One Thousand Four Hundred Thirty-Two Dollars (\$291,432) funding increase for Pan Flu Phase III, as described in Schedule I-3; a Four Hundred Eighty Thousand One Hundred and Three Dollars (\$480,103) funding increase for Base IT Project Support as detailed in Schedule K-2; and a Thirty Four Thousand One Hundred and Three Dollars (\$34,103) funding increase of the Urban Area Security Initiative (UASI) as described in Schedule N-2.

5. Paragraph 8. BILLING AND PAYMENT, shall be revised to read as follows:

"8. BILLING AND PAYMENT:

A. County agrees to compensate Contractor in accordance with the payment structure set forth in the schedules, attached hereto and incorporated herein by reference.

B. "Provision of Services" as used in this Paragraph includes time spent performing any service activities designated in Exhibit "A-5", and its attachments, and also includes time spent on preparation for such activities.

C. Original invoices shall be submitted directly to the Emergency Preparedness and Response Program, 600 South Commonwealth Avenue, Suite 700; Los Angeles, California 90005, no later than thirty (30) working days after the end of each calendar month. Contractor's invoices shall be sent to County within thirty (30) working days after the end of each month

that Contractor provided such services.

In no event shall County be required to pay Contractor more than the maximum obligation of County as set forth in the MAXIMUM OBLIGATION OF COUNTY paragraph.

In the event that County is required, due to audit or otherwise, to reimburse funds for these services to the CDC, Urban Area Security Initiative (UASI), and/or California Department of Public Health ("CDPH") or has its payment reduced, Contractor agrees to reimburse County dollar for dollar or to allow County to reduce payments to Contractor in the same amount."

6. Except for the changes set forth hereinabove, Agreement shall not be changed in any respect by this Amendment.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by its Director of Public Health

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and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

PUBLIC HEALTH FOUNDATION
ENTERPRISES

Contractor

By _____
Signature

Printed Name

Title _____
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM
BY THE OFFICE OF THE COUNTY COUNSEL
RAYMOND G. FORTNER, JR.
County Counsel

APPROVED AS TO CONTRACT
ADMINISTRATION:

DEPARTMENT OF PUBLIC HEALTH

By _____
Gary T. Izumi, Chief
Contracts and Grants Division

AM#694.PHFE Am.#5/JR
H-702550-3 12.22.08

PUBLIC HEALTH FOUNDATION ENTERPRISES INC.

EXHIBIT A-5
STATEMENT OF WORK

PERSONNEL AND OPERATIONAL SERVICES AGREEMENT

1. SERVICES TO BE PROVIDED: Contractor shall provide County with personnel and operational services that will provide County's Department of Public Health ("DPH") with specialized personnel staff, difficult for County to recruit and hire in a timely manner, that are trained and knowledgeable in the areas of bioterrorism, bioterrorism preparedness and other terrorist threats. Personnel may include supervisory staff, line, and other related personnel needed to administrate specific specialized tasks required for the Bioterrorism Preparedness Program.

Contractor's assigned personnel shall be responsible for any and all duties directed by Director to perform, including but not limited to the activities and duties described in Exhibit A-4, Attachments A-3, A-4, I-2, I-3, K-1, K-2, N-1, N-2, O and P and further described in Schedules A-3, A-4, I-2, I-3, K-1, K-2, N-1, N-2, O, and P. Contractor and staff to be provided herein acknowledge they are to be used on a temporary or time-limited basis. Contractor's assigned personnel are subject to the benefits, discipline, termination, salaries, and all other personnel provision, as applicable by Contractor.

2. COMPENSATION: County agrees to compensate Contractor for actual reimbursable net cost in accordance with the Schedules, attached hereto

and incorporated herein by reference and Paragraph 8, BILLING AND PAYMENT of the Agreement body.

3. GENERAL CONDITIONS:

A. Contractor shall recruit and hire each personnel or staff item required by County for its bioterrorism preparedness program as listed in Exhibit A-5, Attachments A-3, A-4, I-2, I-3, K-1, K-2, N-1, N-2, O and P and further described in Schedules A-3, A-4, I-2, I-3, K-1, K-2, N-1, N-2, O, and P, attached hereto and incorporated herein by reference. Director may revise this Personnel/Position list to add or reduce personnel staff as determined by Director upon (10) days written notice to Contractor.

B. Contractor shall screen all personnel/staff (i.e., Contractor's employees) to be provided to County herein in order to determine and assure that each employee provided to County meets the qualifications and competence, required by County for handling bioterrorism and other terrorist threats.

C. Contractor shall assume sole responsibility for the timely accomplishment of all personnel services activities to be provided hereunder.

D. The duration, or length of time, of Contractor's personnel's employment will be determined by Director based upon his assessment of personnel needs of County, but such duration shall be no greater than the term of this Agreement.

E. County, at its sole discretion, may refuse utilization of specific Contractor employee(s).

F. Contractor shall immediately remove any of its employees from the provision of services hereunder upon receipt of oral or written notice from DPH. In such cases, Contractor shall bill DPH for the actual hours, or portion thereof, worked by said employee prior to his/her removal.

G. Contractor's employee(s) shall be under the direct supervision of Director, while at an assigned location and/or County facility,

H. DPH may refuse utilization of any employee that any County Department has previously requested to be removed from the provision of services.

I. Contractor's management shall be available by phone to arrange to discuss services being provided herein with County staff within a reasonable time after notification by such Program staff.

J. Upon reporting for and leaving work, Contractor's employee(s) shall sign in and out on daily time sheets as required by Program.

K. County will provide parking space(s) to Contractor's employees on an as available basis.

4. ANNUAL HEALTH SCREENING: Contractor shall ensure that if employees are required to provide services to County patient/client, each person/employee involved in such patient/client contact in the provision of services provided hereunder receives an annual tuberculosis screening

consisting of a tuberculin skin test (Mantoux test) and/or a chest x-ray, and a Hepatitis B test and/or vaccination. Written certification by a physician licensed to practice medicine in the State of California that such person is free of active tuberculosis and Hepatitis "B", has been tested, x-rayed, and/or vaccinated as required and is physically able to perform the duties described herein shall be retained by Contractor and made available to County for purposes of inspection and/or audit.

12.22.08

JR.

Public Health Foundation Enterprises, Inc.
LAC CDC Public Health Preparedness and Response for Bioterrorism Grant
Base Grant
Date of Board Approval – August 9, 2009
Scope of Work

Objective	Activities	Timeline
<p>To provide operational activities and qualified personnel to perform vital work for bioterrorism preparedness and other public health threats in Los Angeles County.</p>	<p>Hire and conduct HR activities for the following staff:</p> <ol style="list-style-type: none"> 1. Community Enterprise Specialist to work closely with the Health Officer and Public Health senior managers to develop and implement programs to increase collaboration with the business community, cities and other important stakeholders regarding preparation for and response to public health emergencies. 2. Health Alert Network (HAN) Coordinator (50% FTE) to be responsible for developing and implementing policies and procedures related to HAN development, maintenance and activation. 3. Health Academia Specialist to work closely with the Health Officer and Public Health senior managers to develop and implement programs to increase collaboration with school district, parent-teacher associations, community colleges, universities and community based organizations regarding preparation for and response to public health emergencies. 4. Public Health Scientist II to be responsible for evaluating a wide variety of projects connected with the molecular, epidemiologic, and forensic aspects of laboratory preparation for response to biological terrorism. 5. Public Health Scientist III to ensure that all activities and work plans of the Critical Capacities and Critical Benchmarks of the Chemical Lab are completed. 6. Public Health Scientist III to ensure that all activities and work plans of the Critical Capacities and Critical Benchmarks of the Chemical Lab are completed. 7. Public Health Scientist III to be responsible for planning, designing, conducting and evaluating response to a wide variety of technical problems 	<p>Date of Board Approval – August 9, 2009</p>

	<p>connected with the isolation of potential bio-agents in food.</p> <p>8. Public Health Scientist IV to ensure that all activities and work plans of the relevant laboratory training are addressed, including the coordination of curriculum for Public Health Microbiology Trainees, provision of Level A BT training to community/hospital labs and EMS, development of resources for wet/dry workshops, interaction with other BT training programs and assurance that the LAC training program is completely integrated with State training plans. This position also provides subordinate leadership in planning, organizing, implementing, and maintaining the effective coordination of the bioterrorism grant-funded program. The position serves as a liaison with other clinical laboratories, law enforcement, and first responders.</p> <p>9. Epidemiology Intelligence Analyst to develop automated early event surveillance systems to help analyze data for emerging diseases in collaboration with the Terrorism Early Warning (TEW) Group based at the Joint Regional Intelligence Center.</p> <p><u>Execute and monitor the following subcontract agreements:</u></p> <ol style="list-style-type: none"> 1. Senior Consultant will provide expertise and guidance to assure preparedness and response capabilities of the Department of Public Health's Emergency Preparedness and Response Program, the County and partner agencies relative to the public health consequences of natural and man-made disasters and emergencies. 2. Multi-media graphic design and production subcontractor will provide supervision and participation in the design and production of all BT, WMD and Public Health emergency related materials for both Department of Public Health and external audiences, communities and stakeholders including newsletters, posters, brochures and other publications developed by the Department. 3. Subcontractor will complete an additional annex to the Environmental Health (EH) Emergency Response Plan to further EH's emergency management capabilities. This project will specifically address four common types of disasters that might occur in Los Angeles County. Standard operating procedures will be developed to address specific planning scenarios as outlined by the EH Emergency Response Plan, Department of Homeland Security and CDC. 4. Subcontractor will develop a resource management plan that will detail the
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	<p>process for ordering resources during emergent events; identify, inventory and type currently available resources; and integrate the logistics section of the Department into the SEMS organization.</p> <p>5. Subcontractor will develop and execute, in consultation with the Department of Water and Power, a series of table top exercises related to water borne pathogens. These exercises will bring in partner agencies from across Southern California to discuss and identify gaps in the regions ability to ensure the safety of the water supply. The series will include workshops, table tops, and a single functional exercise.</p> <p>6. Any disaster that threatens humans, threatens domesticated or wild animals as well. Depending on the circumstances and nature of the catastrophe, it may be necessary for LACDPH, County Animal Care and Control, Los Angeles City Animal Care, SPCA, and other voluntary animal care agencies to work together, per FEMA Emergency Support Function (ESF) 17 and 25, on emergency medical care, evacuation, rescue, capture, temporary confinement, shelter, provision of food and water, identification and tracking for reunification of owners with their animals and on disposal of dead animals, as well as relocation or relief efforts for wildlife or exotic animals. Subcontractor will assist with planning activities and development of an interagency animal disaster plan that addresses animal care and health issues in the post disaster environment.</p> <p>7. Current client documentation and POD tracking relies primarily on manual data entry. If a public health emergency were to occur on a mass scale, this method would be too cumbersome to provide timely information and could possibly lead to delays in releasing life-saving prophylaxis. Subcontractor will revise/modify ten (10) scan readable POD data collection forms; arrange for translation of said forms; build a query system to complete accountability forms; conduct additional training with Community Health Services and Immunization Program; and create a back-up export function for CRA upload to CDC.</p> <p>8. Subcontractor will develop a Community Health Services Exercise Series. The LACDPH Community Health Services Division is developing Incident Management Teams that will be able to serve as agency representatives at incident sites or provide command staff elements at various PODS and other public health related incident sites. This is a natural extension of the Division's area command role. This series of exercises will test concepts, refine processes, and assist in the development of policy and tactical checklists.</p>
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	<p>9. Subcontractor will assist with the development of a Public Health Partner Notification Registry for the Health Alert Network (HAN) consisting of contact data from critical agency partners and other key agency targets that will be assisting LACDPH in responding to a public health emergency. Services will include development and implementation of effective marketing, promotional, and educational strategies and MOU's with critical partners. Data collection services will include quality control procedures, aggregating data into compatible electronic formats that can be transferred and imported into critical notification and outreach systems as required, and maintaining active and updated datasets.</p> <p>10. Subcontractor will support the negotiation of appropriate contractual agreements with public agencies and private sector companies to assist or provide services to LACDPH in a mass prophylaxis response to a public health emergency. Subcontractor will also support the development of a model agreement for "push partners", such as nursing homes and correctional facilities, to improve dispensing capabilities.</p> <p>11. Subcontractor will plan, organize and conduct an emergency preparedness workshop for local elected officials in Los Angeles and neighboring counties. The purpose of the workshop is to increase awareness of public health and other threats among local elected officials and to provide them with information and guidance on how their local jurisdictions can be better prepared to respond to public health and other emergencies.</p>	
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LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

CONTRACT BUDGET SUMMARY

CONTRACTOR / VENDOR NAME : Public Health Foundation Enterprises, Inc.

CONTRACT / PURCHASE ORDER NUMBER:

SCHEDULE / PROJECT NUMBER: Schedule A-4

BUDGET PERIOD: Date of Board Approval to August 9, 2009

FUNDING SOURCE: CDC BASE 07 08 Carryover #2

BUDGET SUMMARY	
BUDGET CATEGORY	AMOUNT
Salaries	\$ 377,808
Employee Benefits	\$ 102,203
Travel	\$ 15,000
Equipment	\$ -
Supplies	\$ 1,520
Consultant/Contractual	\$ 736,300
Other	\$ 46,390
Indirect Costs*	\$ 67,418
TOTAL	\$ 1,346,639

*To request funds for indirect costs, agency must have one of the following:
Federal Negotiated Indirect Cost Rate Agreement (NICRA)
Auditor Certified Indirect Cost Rate

Public Health Foundation Enterprises, Inc.
LAC CDC Public Health Preparedness and Response for Bioterrorism Grant
Pan Flu
Date of Board Approval – August 9, 2009
Scope of Work

Objective	Activities	Timeline
<p>To provide operational activities and qualified personnel to perform vital work for pandemic influenza preparedness and other public health threats in Los Angeles County.</p> <p>:</p>	<p>Conduct HR activities for the following staff:</p> <ol style="list-style-type: none"> 1. Program Director for Emergency Network of Los Angeles. 2. Program Coordinator for Emergency Network of Los Angeles. <p>Execute and monitor the following subcontract agreements:</p> <ol style="list-style-type: none"> 1. ICF Consulting to lead the Incarcerated Population Pandemic Preparedness Project. The incarcerated population has unique and notable issues that make planning for an influenza pandemic especially demanding. This project will assemble a steering committee to assess and address these unique issues. The committee will also guide the development and implementation of a workshop and supplemental educational materials. 2. M. Constant & Associates to conduct outreach to non-profits specializing in service to underserved populations in LA County. Outreach will be conducted through a series of workshops aimed at educating these organizations on preparation for, response to and recovery from pandemic influenza and other disasters. Audience tailored materials will be developed for non-profits to access tools needed to develop a preparedness environment and a tangible continuity of operations plan. 	<p>Date of Board Approval – August 9, 2009</p>

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

CONTRACT BUDGET SUMMARY

CONTRACTOR / VENDOR NAME : Public Health Foundation Enterprises, Inc.

CONTRACT / PURCHASE ORDER NUMBER:

SCHEDULE / PROJECT NUMBER: Schedule I-3

BUDGET PERIOD: Date of Board Approval to August 9, 2009

FUNDING SOURCE: CDC Pan Flu 07 08 Carry Over #2

BUDGET SUMMARY	
BUDGET CATEGORY	AMOUNT
Salaries	\$ 32,741
Employee Benefits	\$ 9,332
Travel	\$ 427
Equipment	\$ -
Supplies	\$ -
Consultant/Contractual	\$ 240,000
Other	\$ 1,419
Indirect Costs*	\$ 7,513
TOTAL	\$ 291,432

*To request funds for indirect costs, agency must have one of the following:
Federal Negotiated Indirect Cost Rate Agreement (NICRA)
Auditor Certified Indirect Cost Rate

Public Health Foundation Enterprises, Inc.
LAC CDC Public Health Preparedness and Response for Bioterrorism Grant
Base IT Projects
Date of Board Approval – August 9, 2009
Scope of Work

Objective	Activities	Timeline
<p>To provide operational activities and qualified consultants to perform vital work for bioterrorism preparedness and other public health threats in Los Angeles County.</p>	<p>Execute and monitor the following consultant agreements:</p> <ol style="list-style-type: none"> 1. Systems Architect/Developer to support various preparedness and response IT projects and activities including, but not limited to, Public Health Dashboard, Health Alert Network, Public Health Directory and Staff Registry System. 2. Business Analyst to support various preparedness and response IT projects and activities including, but not limited to, Public Health Dashboard and Public Health Directory. 3. 2 Business Analysts to perform comprehensive disease surveillance and case investigation assessment and analysis to identify functional and technical system requirements for the development, acquisition or enhancement of critical information systems. Business analysts will work with epidemiologists, nursing staff, case investigators and other key personnel to assess existing gaps in system functionality and develop a technology roadmap for individual systems and operational investments. 4. 2 Business Analysts to support various preparedness and response IT projects and activities including, but not limited to, Health Alert Network and Public Health Directory. 5. Sr. Developer to support various preparedness and response IT projects and activities including, but not limited to, Public Health Dashboard, Health Alert Network, Public Health Directory and Staff Registry System. 6. Senior HAN Consultant to address preparedness and response efforts by supporting program development, outreach, and system development efforts related to the Health Alert Network. 7. Tester to assist with software testing for preparedness and response IT projects and activities including, but not limited to, Public Health Dashboard, Health Alert Network, and Public Health Directory. 	<p>Date of Board Approval – August 9, 2009</p>

	8. Quality Assurance Manager to support services to assist with software testing for preparedness and response IT projects and activities including, but not limited to, Public Health Dashboard, Health Alert Network, and Public Health Directory.	
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LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

CONTRACT BUDGET SUMMARY

CONTRACTOR / VENDOR NAME : Public Health Foundation Enterprises, Inc.

CONTRACT / PURCHASE ORDER NUMBER:

SCHEDULE / PROJECT NUMBER: Schedule K-2

BUDGET PERIOD: Date of Board Approval to August 9, 2009

FUNDING SOURCE: CDC Base 07 08 Carryover #2

BUDGET SUMMARY	
BUDGET CATEGORY	AMOUNT
Salaries	\$ -
Employee Benefits	\$ -
Travel	\$ -
Equipment	\$ -
Supplies	\$ -
Consultant/Contractual	\$ 442,320
Other	\$ 2,220
Indirect Costs*	\$ 35,563
TOTAL	\$ 480,103

*To request funds for indirect costs, agency must have one of the following:
Federal Negotiated Indirect Cost Rate Agreement (NICRA)
Auditor Certified Indirect Cost Rate

**Public Health Foundation Enterprises, Inc.
UASI**

**Date of Board Approval – August 9, 2009
Scope of Work**

Objective	Activities	Timeline
<p>To provide qualified personnel to perform vital work for the Los Angeles – Long Beach Urban Area Critical Incident Planning and Training Alliance.</p>	<p><u>Conduct HR activities for the following staff:</u> Senior Disaster Services Analyst (DPH) This position will serve as the LA County Department of Public Health representative to the Los Angeles – Long Beach Urban Area Critical Incident Planning and Training Alliance (LA-LB Alliance), an interdisciplinary, interagency collaborative responsible for catastrophic event planning. The position will perform a range of consultative and analytical activities related to chemical, biological, radiological, nuclear and explosive (CBRNE) events, addressing the public health implications of catastrophic events and developing plans to address timely and appropriate response. The position will also participate in the LA-LB Alliance with emergency medical, fire, and public safety agencies to develop policies and advance interagency plans for addressing CBRNE threats in LA County. The position will develop plans and resulting procedures to incorporate various regional, State and Federal assets and resources for collaborative mitigation of CBRNE-related disasters. The position will also assist in identifying and analyzing CBRNE issues relating to disaster and emergency systems and recommend solutions to maximize interagency effectiveness. In addition, the position will serve as a public health subject matter expert and provide consultation and, through reach back, access to other departmental expertise to address the public health implications of CBRNE events.</p>	<p>Date of Board Approval – August 9, 2009</p>

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

CONTRACT BUDGET SUMMARY

CONTRACTOR / VENDOR NAME : Public Health Foundation Enterprises, Inc.

CONTRACT / PURCHASE ORDER NUMBER:

SCHEDULE / PROJECT NUMBER: Schedule N-2

BUDGET PERIOD: Date of Board Approval to August 9, 2009

FUNDING SOURCE: Department of Homeland Security UASI Funds

BUDGET SUMMARY	
BUDGET CATEGORY	AMOUNT
Salaries	\$ 24,451
Employee Benefits	\$ 6,968
Travel	\$ -
Equipment	\$ -
Supplies	\$ -
Consultant/Contractual	\$ -
Other	\$ 158
Indirect Costs*	\$ 2,526
TOTAL	\$ 34,103

*To request funds for indirect costs, agency must have one of the following:
Federal Negotiated Indirect Cost Rate Agreement (NICRA)
Auditor Certified Indirect Cost Rate

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT
DEPARTMENT OF PUBLIC HEALTH

DEPT'S. NO. 295January 13, 2009

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR
FISCAL YEAR 2008/09
4-VOTE

SOURCES:

Public Health Programs
A01 - PH - 90 - 9031 - 23450
Federal Grants \$ 6,346,000
Increase Revenue

Total \$ 6,346,000

USES:

Public Health Programs
A01 - PH - 2000 - 23450
Services & Supplies 6,108,000
Increase Appropriation

PH-Public Health Programs
A01-PH-6030-23450 238,000
Fixed Assets
Increase Appropriation

Total \$ 6,346,000

JUSTIFICATION

To increase Service & Supplies and Fixed Asset appropriation and revenue to Public Health Preparedness and Response for Bioterrorism by a total of \$6,346,000. Amendment Number 5 to County Contract Number H-702550 with Public Health Foundation Enterprises, Inc. (PHFE) is funded by Centers for Disease Control & Prevention (CDC) and the Department of Homeland Security-Urban Area Security Initiative (UASI). The period covers August 10, 2008 through August 9, 2009.

CHIEF ADMINISTRATIVE OFFICER'S REPORT

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

Nanette Herrera
Nanette Herrera
Division Chief, Controller's Division

18

JAN 13 2009

Sachi A. Hama
SACHI A. HAMA
EXECUTIVE OFFICER

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR

ACTION

APPROVED AS REQUESTED

AS REVISED

RECOMMENDATION

AUDITOR-CONTROLLER

BY *Karen Shikuma*

CHIEF ADMINISTRATIVE OFFICER

NO. 107*Dec 29* 20 *08*APPROVED (AS REVISED):
BOARD OF SUPERVISORS

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BY
DEPUTY COUNTY CLERK

#18

JAN 13, 2009